

Accessing and Downloading PowerPoint Lessons

To present your lesson to your student you must first download it. This means more than clicking on the lesson link and hitting present. There are several steps before you get to a place where you can present. Those steps are explained below.

If you are using Google Slides, this does not apply. Google Slides users can click the lesson link and go immediately to presenting.

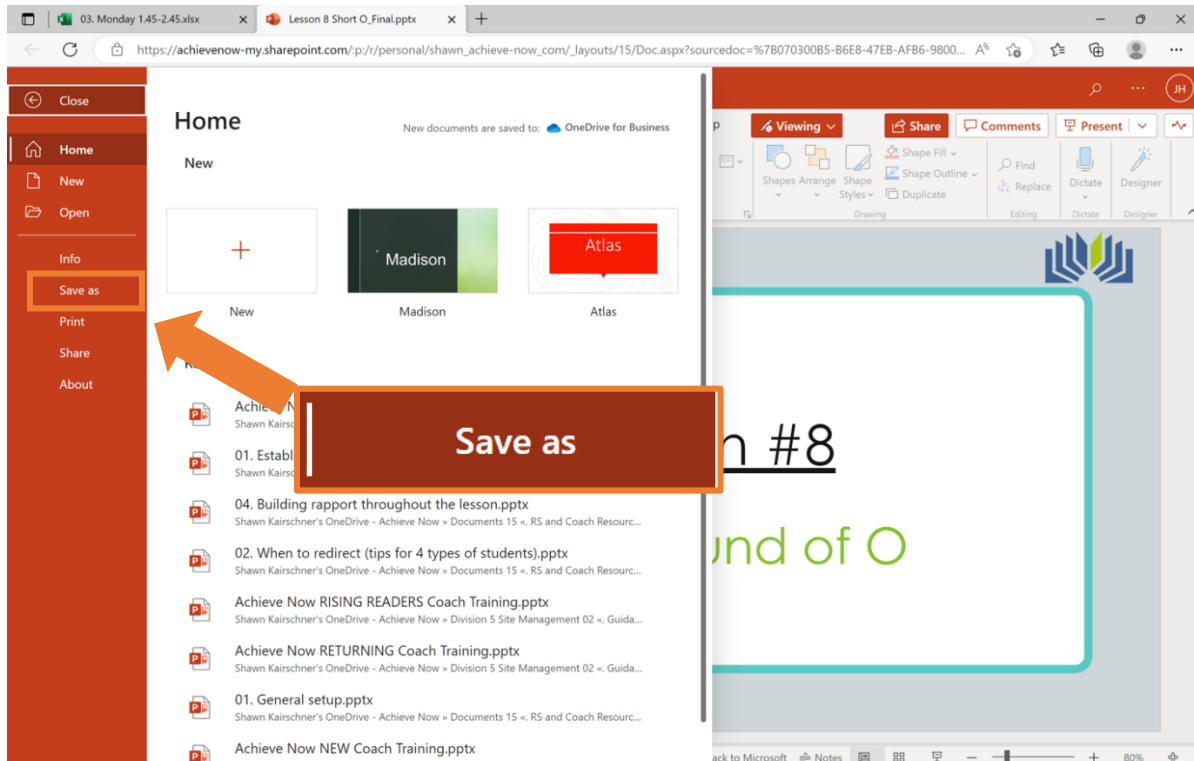
1. Go to the Coach Hub, then click on your lesson link.

Monday		1:50-2:50			Teacher: Taylor P
Block 3F: Azizah				Exit Ticket	https://tinyurl.com/ya38wbkd
Meeting ID/Link:		810 8258 2197			https://us02web.zoom.us/j/81082582197?pwd=WXN3dzBQUUorUDJzb1U0WC8zNjd...
Coach	Student	Lesson Number	Date	Notes	Lesson Link
Tina J	Kendall	12	9/20/21	Start at Beginning	https://achievenow-my.sharepoint.com/:p/p/personal/shawn_achieve-now_co
Bertram S	Natalya	17	9/20/21	None	https://achievenow-my.sharepoint.com/:p/p/personal/shawn_achieve-now_co
Yolanda W	Ja'mir	11	9/20/21	Begin Skills Review!	https://achievenow-my.sharepoint.com/:p/p/personal/shawn_achieve-now_co
Mike S	Isaiah	7	9/20/21	None	https://achievenow-my.sharepoint.com/:p/p/personal/shawn_achieve-now_co

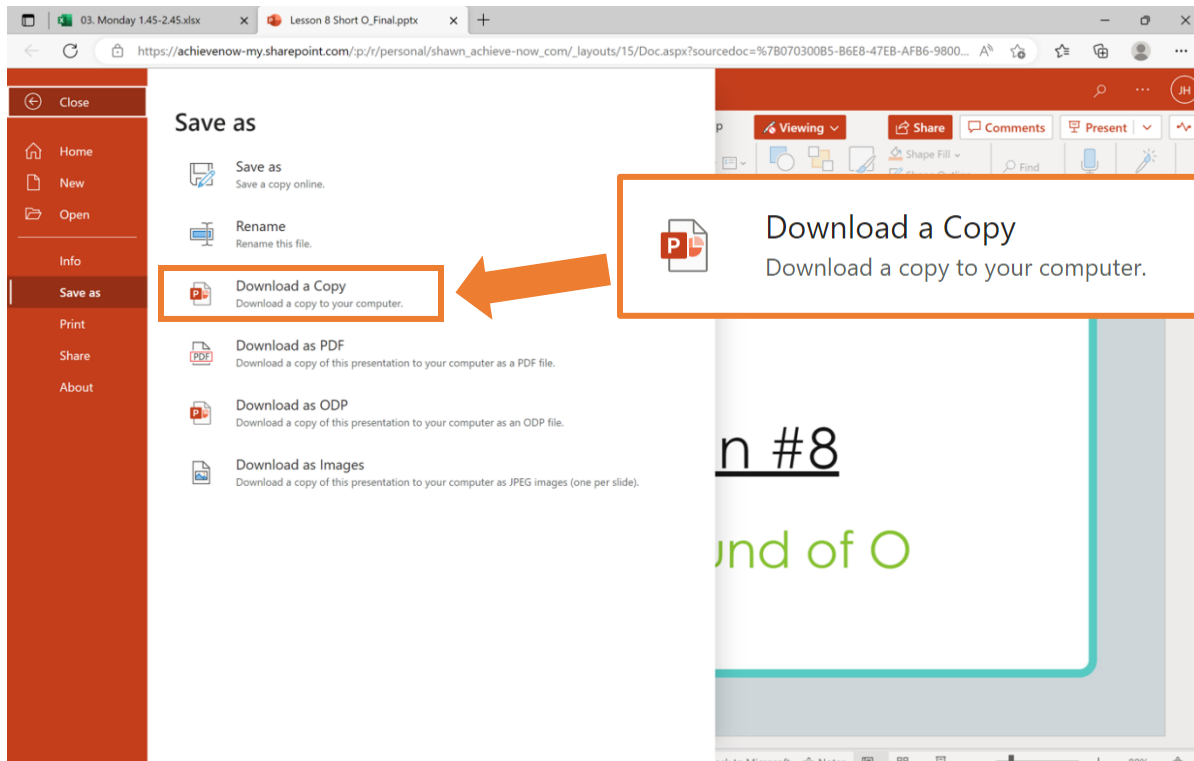
2. Click "File."

The screenshot shows a web browser window displaying a PowerPoint presentation. The browser address bar shows the URL: https://achievenow-my.sharepoint.com/:p/p/personal/shawn_achieve-now_co/_layouts/15/Doc.aspx?sourcedoc=%7B7B070300B5-B6E8-47EB-AFB6-9800.... The PowerPoint ribbon is visible, with the 'File' tab selected and highlighted. A callout box with the word 'File' points to the 'File' tab. The main slide content reads 'Lesson #8 Short Sound of O'. The slide number '1' is visible in the bottom left corner.

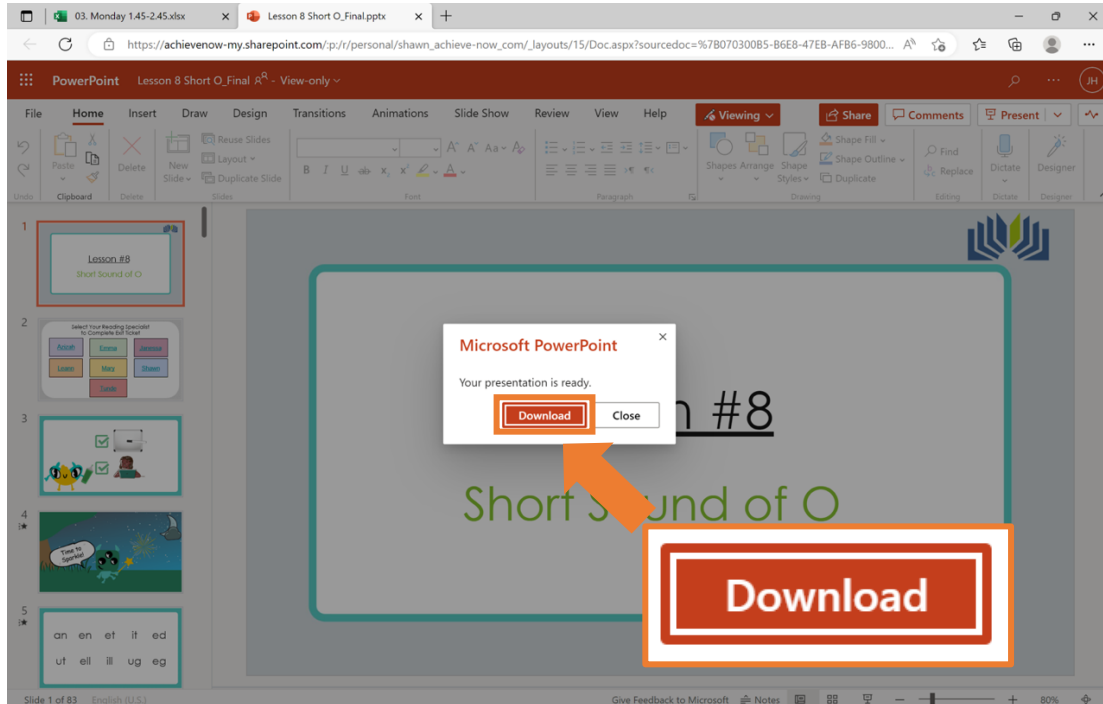
3. Click “Save as.”



4. Click “Download a Copy.”

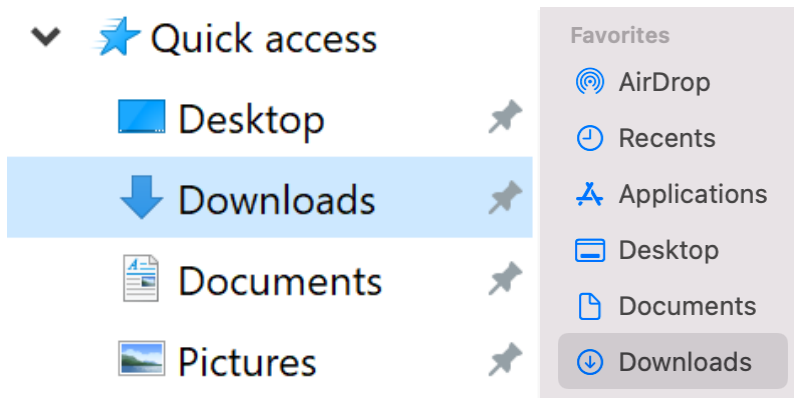


5. Click the red “Download” pop-up.



6. Find your computer’s “Downloads” folder.

This may look a little different depending on what type of computer you have.



Notes:

- This process may look a little different depending on the type of computer you have, but the general process should be the same.
- Give yourself plenty of time to try and make mistakes. It will get easier with practice!
- Remember to use growth mindset language with yourself as you learn and to ask for help when you need it.